

## Minutes of ESD Safety Committee Meeting 4/27/05

Attending: Seiji Nakagawa, Rob Connelly, Tim Kneafsey, Kryshna Aviña, Todd Wood, Dominique Joyner, Jil Geller

1. Critical Items: Dr. Chu recently sent out a lab-wide email concerning safety at the Lab. Many of the accidents that have occurred could have been prevented, and are the result of people “rushing” to get something done. The concept of the “culture of safety” where one incorporates time management in order to prevent “rushing” would have prevented at least one of the accidents (pedestrian vs. bus).
2. Last meeting’s minutes were approved. *no action.*
3. Discussion of OSSEPPs: Jil went through active OSSEPPs – needs confirmation if they are still active or not. Ways to ensure PIs that have new fieldwork prepare OSSEPPs were discussed: (1) Perhaps the OSSEPPs can be something that can be triggered while taking the JHQ—ensuring that everyone who is to perform field work will have a form on file. (2) The possibility of generating a generic OSSEPPs for the Richmond Field Station. (3) The OSSEPPs to be tracked in the formal review process—is it filled out correctly? *Action: Rob will talk to his web person about (1) and work with Jil. Jil follow-up on (2) with Tom Daley, and (3). Jil will revise OSSEPP form to address electrical safety (anything above 50 V, 5 mA can only be repaired by trained personnel, also see item 6.b. below) and will send out email to field staff to notify them about training requirements.*
4. Lab Safety Primer: Jil collected the information from Deb. Should also include ESD “one-pagers”. *Action: When primer updates are needed, Jil will provide them via email.*
5. Labspace Lead PI signs: New signs were made for labspace lead PIs, posted, and guidelines were distributed via memo. All are very clear and easy to read.
6. New Business:
  - a. New Safety Committee Members : The committee needs one new Hydrogeology Department and one new Geochemistry Department member. *Action: Todd to help suggest and Jil and Tim will discuss new nominations with Bo.*
  - b. Electrical Safety Guidelines: Rob spoke with Tom Corona. PUB3000 does have a guideline regarding electrical safety. The OSHA threshold is >50V or 5 mAmps. The equipment that is out there (and if it’s being used and may need field repair) needs to be documented. *Action: Rob will go back to Tom and see what can be done in order to comply with PUB 3000, and whether specific ESD JHQ topic for field work and training is necessary. Jil will email people to see what kind of equipment is >50V or 5 mAmps. – follow-up – now working on “generic” list – a specific list would be too long.*
  - c. Emergency Action One-Pager: (From last meeting’s minutes)—Rob reported his discussion w/ Emergency Preparedness, and they said that they appreciate the need for a

one-pager, but because there is a red flip-chart, they could only consider producing a one-pager if requested by another division. *Action: Jil will make the request.*

- d. *Other* – New Notification Requirements. The DOE site office has a responsibility to be aware of the incidents that happen here at the Lab.  
Integrated Functional Appraisal (IFA). Rob will leading the IFA – an EH&S inspection. 10% of the workspace will be looked at (that with highest hazards). This is part of the TRI-LAB component. This might happen at the end of May, or perhaps mid-June.